

## FILM/TV INTERNSHIP BASICS

For internship advising, please see Professor Cathy Perron or her TA during the hours posted on her office door, COM304. Below is some basic information to get you started.

### **Internship Eligibility:**

Students with junior status and at least a 3.0 overall (2.8 for CGS transfers) and in COM may do an internship for credit.

### **How many credits can I apply toward internships?**

There is a maximum of 4 credits that may be applied toward internships. You can do 2 two-credit internships or one 4-credit internship. The exception to this is that a student may do a maximum of 8 internship credits if 4 of those credits come from an internship that is part of International Programs. Please note that the Los Angeles program is part of International programs and applies in this case. A two-credit internship requires that a student work 100+ hours; a four-credit internship requires 200+ hours.

### **How do I begin the process?**

A student should visit the Internship office (COM304) to apply. The internship process mirrors the job placement process in that a student should research companies that offer an internship in an area of interest and apply for that internship in the same way you'd apply for a job. Send a cover letter and resume and set up an interview. The internship office can offer suggestions of companies that have taken on BU interns. The database in Career Services also lists active internships. Beyond that, many students research on the web or through personal contacts to secure an internship.

### **Where can I intern?**

A student may do an internship in the Boston area or anywhere else where there is an opportunity to learn more about your field. Professor Perron, the Director of Internships, must approve your internship BEFORE you accept it.

In addition to the fall and spring semesters in Los Angeles, International Programs offers a summer Film and Television INTERNSHIP ONLY program in Los Angeles. See Professor Perron if you are interested in this program.

### **How can I register for an internship?**

Internships are offered in the fall, spring and summer semesters. You cannot telreg or webreg for an internship. Internship credits cannot be backdated. To register you must see Professor Perron with an add form. You must bring a copy of your transcript (downloaded from the link with your name on it is fine) to verify your GPA. At that time you should pick up a packet of internship paperwork. This packet contains information and forms that must be returned to the Internship office in order for you to receive credit for the internship. **Students planning on doing summer internships must pick up internship paperwork BEFORE YOU LEAVE FOR THE SUMMER.**

